

15 OCT 1956

(~~Records~~ Center)

MEMORANDUM FOR: Acting Deputy Director (Support)

SUBJECT: Project Outline Providing for Expansion  
of the Agency Records Center at [REDACTED]

25X1A6d

REFERENCE: Memorandum for the DD/S on the same subject,  
dated 13 June 1956, from the Chief, MS

1. It is noted that the subject proposal requests funds in the amount of \$448,229 for the construction and equipment of an addition to the Records Center at [REDACTED] consisting of approximately 30,000 sq. ft. of floor space. 25X1A6d

2. Breakdown of estimated construction and equipment costs contained in the project outline includes provision for the following:

Construction

Excavation and site work .....	\$ 10,184	
Concrete and masonry .....	151,133	
Carpentry, tile work, steel, painting, roofing and other miscellaneous .....	31,482	
Air Conditioning and heating .....	77,820	
Electrical .....	44,300	
Plumbing and outside utilities .....	18,040	
	<u>332,959</u>	
Overhead, 10% .....	33,295	\$366,254
Profit, 6% .....		21,975
Total construction .....		<u>388,229</u>

Purchase and erection of 1,000 units of shelving ..... 60,000

Estimated cost of subject proposal ..... \$448,229

3. Approval of this project in principle and authorization of \$18,000 for awarding of the A&E contract for the preparation of plans and specifications was given by the Acting Deputy Director (Support) by endorsement of the Reference Memorandum on 18 June 1956. Including this amount, which was obligated during Fiscal Year 1956, the cost of this project totals \$466,229.

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REV CLASS C REV COORD. \_\_\_\_\_ AUTH: HR 70-3

DEC 13 1956

4. As indicated in the Comptroller's concurrence of the Reference Memorandum, no funds have been budgeted for this purpose in the FY 1957 budget; however, \$420,000 has been included in the estimates for FY 1958. Under these circumstances, there are three alternatives for the approval of the proposal, viz:

- a. Immediate approval accompanied by a reduction in a currently approved office or area allocation which has been committed to finance approved operations;
- b. Delayed approval based upon setting aside savings in the currently approved budget and adjustment of allocations based upon changes which may occur later in the year; or
- c. Delayed approval and financing from funds budgeted during Fiscal Year 1958 if savings do not become available during the current year.

5. Approval of alternative 4.a. above would require that the construction be cleared with the Bureau of the Budget. The decision to include this item in the Fiscal Year 1958 budget was based, in part, on obtaining such clearance through the budget process rather than by special consideration of this item only.

6. It is suggested that, if approval is given to authorize the construction immediately, that (a) the Budget Division be instructed as to the office allocation to be reduced to finance the approved construction, and (b) the file be returned to this office in order that Budget Bureau concurrence can be obtained before a contract is entered into for the proposed construction.

  
Acting Comptroller

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